



COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT

CITY OF LA HABRA

ABOUT THE DEPARTMENT



- ❑ Building and Safety
- ❑ Code Enforcement
- ❑ Economic Development & Housing
- ❑ Planning

BUILDING & SAFETY



- ❑ Life Safety is top priority
- ❑ New Construction, Remodel, Additions, Building, Plumbing, Mechanical, Electrical Work
- ❑ Review and inspections of building plans and construction projects
- ❑ Address Assignment

CODE ENFORCEMENT

- ❑ Enforces aesthetic neighborhood standards City-wide
 - ▣ Reactive responses to complaints
- ❑ Yard Sales
 - ▣ 2nd Full Weekend of each month
 - ▣ 4 per year
 - ▣ Signs prohibited on utility poles, streetlights, center medians
- ❑ Home Based Businesses (Home Occupations)
- ❑ Illegal Dumping

Common Municipal Code Violations

- ❑ Prohibited signage on utility poles, center medians, signals and public property. (ex: yard sales, estate sales, open house signs, concerts)
- ❑ Illegal occupancy (Garage conversions, living in motor homes)
- ❑ Inoperative, wrecked, dismantled vehicles
- ❑ Trash cans in street or public view on non-trash day
- ❑ Overgrown, dry, unsightly vegetation
- ❑ Peeling, flaking and chipped paint
- ❑ Unpermitted work
- ❑ Hoarding



ECONOMIC DEVELOPMENT & HOUSING

- Attract and retain businesses
 - ▣ Examples of Retention: Higo Sushi / Higo Chicken / Northgate
 - ▣ Examples of Attraction: Black Bear Diner / Harbor Freight / Hobby Lobby / Rasing Canes / Paris Baguette
- Housing Programs
 - ▣ Home Rehabilitation Program for qualified homeowners
 - ▣ Resources for affordable housing, homeless, and fair housing

PLANNING

- ❑ Administration of the General Plan.
- ❑ Reviewing and process documents related to the California Environmental Quality Act (CEQA).
- ❑ Providing information regarding the City's zoning and land use regulations and development standards.
- ❑ Review of new project development plans (residential, commercial, industrial).
- ❑ Analyzing projects, prepare and present reports to the Planning Commission and City Council.

CONTACT

□ Andrew Ho, Director

(562) 383-4100, andrewh@lahabraca.gov

□ Carlos Jaramillo, Deputy Director

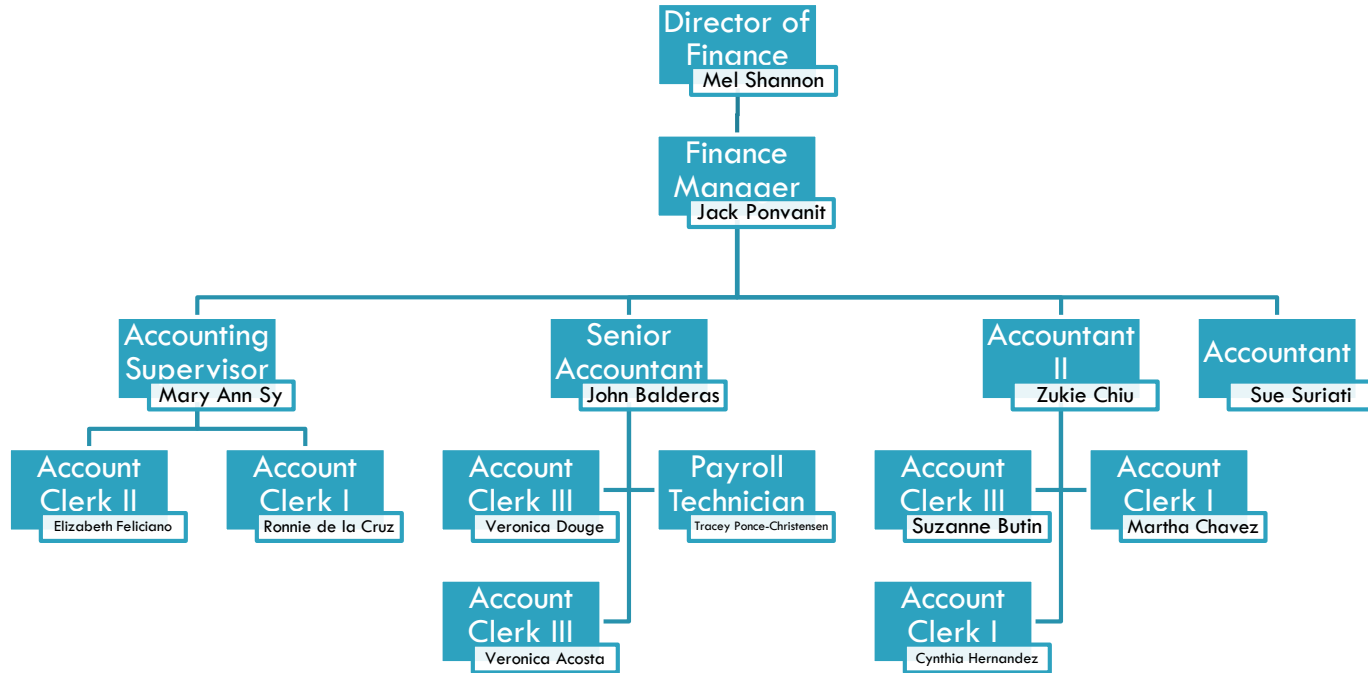
(562) 383-4103, cjaramillo@lahabraca.gov



FINANCE/ ADMINISTRATIVE SERVICES DEPARTMENT

CITY OF LA HABRA

FINANCE STAFF

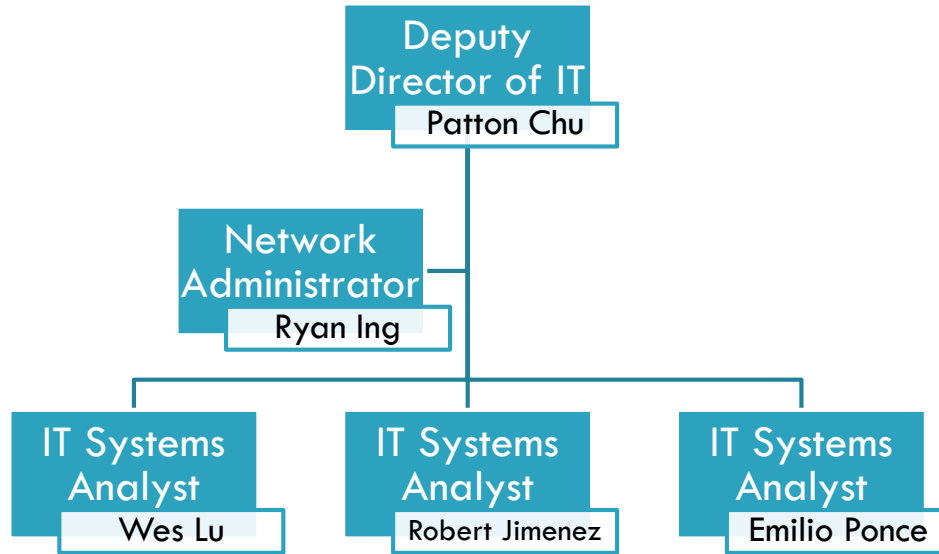


ABOUT THE DIVISION

Finance Division is responsible for the following functions:

- ❑ Maintaining the City's financial records
- ❑ Managing the City's investment portfolio and assets
- ❑ Overseeing the City's debt portfolio
- ❑ Coordinating citywide purchasing
- ❑ Administering payroll
- ❑ Administering business license processing
- ❑ Providing utility billing customer service (water, sewer, and refuse)
- ❑ FireMed Billing

Information Technology Staff



ABOUT THE DIVISION

Information Technology Division is responsible for the following functions:

- ❑ Managing and administering of the City's computer network, desktop computer systems and applications, application servers, network security, telecommunication system, public safety systems
- ❑ Maintaining and supporting audio/video equipment
- ❑ Securing the City's data and computing network
- ❑ Training staff on new applications and equipment

CONTACT

- Mel Shannon, Director

(562) 383-4052, mshannon@lahabraca.gov

- Patton Chu, Deputy Director of Information Technology

(562) 383-4090, pchu@lahabraca.gov



POLICE DEPARTMENT

CITY OF LA HABRA

Mission Statement of the La Habra Police Department



Police Chief Jerry Price

“In partnership with our community, we provide the highest quality of police service with pride, respect, integrity, and professionalism.”

Parking Rules in La Habra that may affect you:

- ❑ Overnight Parking
- ❑ Street Sweeping
- ❑ RV/Boat Parking
- ❑ Lawn Parking
- ❑ Commercial Vehicle Parking



Overnight Parking Rules and Permits

- ❑ No vehicle is allowed to be parked on a City street for more than 30 minutes between 2 a.m. and 6 a.m. unless it has an overnight parking permit or temporary parking permission has been obtained.
- ❑ Signs are posted at all entrances to the City of La Habra (City borders) and are posted as required by the State of California. You will not see overnight parking signs on individual streets, just streets that cross the city limits.
- ❑ Exceptions to overnight parking may apply on legal holidays. Between the Thanksgiving and New Years holiday season overnight parking enforcement is suspended. (Sweeper enforcement continues during this time period)

Permit Process

Permit applications are available at the La Habra Police Department:

- ❑ **Cost is \$33.00 yearly for the first permit, \$17.00 for each additional permit and \$7.00 for replacement lost or stolen permits.**
- ❑ Parking permits are for passenger vehicles or non-commercial trucks only. RV's, trailers, boats, or work trucks are not eligible for parking permits.
- ❑ **No** vehicle is allowed to remain parked on **any** street without being moved for more than 72 hours (3 days), even if it has a parking permit.
- ❑ **“No Parking for Street Sweeping”** applies to all vehicles, including those with overnight parking permits.
- ❑ Parking permits are good for one calendar year (January to December). Permits purchased mid year are not pro-rated.

Permit Process – Cont.

- ❑ All vehicles listed on the application **must** be registered at your address.
- ❑ Permits are issued on a “need” not “convenience” basis. To qualify for a permit, you must have more vehicles registered to your address than available parking spaces, including at least one vehicle be parked in the garage.
- ❑ Example 1: You have three vehicles registered to your address. One is parked in the garage and you have room for two in your driveway, but because you do not want to block the other vehicle in the driveway, you want to park the third vehicle on the street with a permit. **No permit will be issued.**
- ❑ Example 2: You have three cars registered to your address. One is parked in the garage. Your driveway is short and fits only one vehicle. **In this case you will be issued 1 permit.**

Temporary Overnight Parking Permission for Guests



Temporary permission to park overnight is granted five (5) times a year for a seven (7) day period. This is per vehicle.

- ❑ To obtain permission, call the Overnight Parking Permission Line at (562) 383-4362. Call by midnight at a minimum of the date prior to the need.

Street Sweeping

- Street sweeping is completed on all City owned streets once a week.
- Notice of “Street Sweeping” signs are located at the entrances to the affected housing tracts. Signs are not posted on each street. The signs inform residents of the day and time(s) of street sweeping.
- In some of higher density areas, there may be specific streets that differ from the tract it is in. Please pay close attention for these areas and signs.
- www.lahabraca.gov/197/Sweeping-Schedule for street name index

Additional Parking Rules

In addition to Overnight Parking and Street Sweeping, there are a few additional parking rules to be aware of:

- ❑ RV's and boats cannot be parked or stored on city streets. They may temporarily be parked for 48 hours to allow for preparation or "provisioning."
- ❑ Vehicles are not allowed to be parked on your front lawn. (Except to allow for sweeper to go through)
- ❑ Commercial vehicles over 10,000 lbs. are not allowed to be parked on residential city streets. (6,000 lbs. max on residential property)

Animal Control Information

All animal control services and dog licensing is provided by the La Habra Police Department. Animal Control Officers are on-duty seven (7) days a week.

- Monday through Friday - 7 a.m. to 9 p.m.
- Saturday and Sunday - 7 a.m. to 5 p.m.

*Animal Control Officers are on-call 24 hours
a day for emergency situations.*

Animal Licensing Information

Animal license applications are available on the City's web page or at the Police Department.

Fees for dog licenses:

- ❑ Unaltered - \$90.00 a year (Senior Citizen cost \$45.00)
- ❑ Spayed/Neutered - \$28.00 a year (Senior Citizen cost \$14.00)

Licenses can be purchased for up to three (3) years at a time, provided the rabies vaccination certificate do not expire during that time period.

Alarm Permits

Residential Alarm Permit applications are available on the City's web page or at the Police Department.

Alarm Fees:

- ❑ \$38.00 initial yearly fee, \$17.00 for a renewal.
- ❑ Three (3) police response to alarm activations at no charge. This is per 365 days from the date of the first activation.
- ❑ False alarm fees start at \$76.00 and go up based on the amount of false alarms within the 365 days.

Fireworks

- ❑ **ALL** fireworks are illegal in La Habra - this includes “Safe and Sane.”
- ❑ The use and/or possession of fireworks can result in several law enforcement actions, including, but not limited to, a \$1000.00 fine.



Upcoming Police Department Events

- ☐ Coffee with a Cop

(Held quarterly at different businesses within the city)

- ☐ Love La Habra (September 29, 2018 at Portola Park - 301 S. Euclid St.)

- ☐ La Habra Police Department Open House (October 27, 2018 at 150 N. Euclid St.)

Police Department Contact Numbers

- Non-Emergency Police: 562-383-4300
- Chief of Police: 562-383-4302
- Watch Commander: 562-383-4347
- Police Records: 562-383-4316
- Parking Permission: 562-383-4362
- Animal Control: 562-383-4352
- Alarm Permits 562-383-4369
- Graffiti Hotline: 562-383-4220
- City Website: <http://www.lahabraca.gov/>



PUBLIC WORKS DEPARTMENT

CITY OF LA HABRA

ADMINISTRATION STAFF



- ❑ **Public Works Director**
 - Elias Saykali, P.E.

ABOUT THE DEPARTMENT



Oversees the functions and operations of the following Divisions:

- ❑ Sewer and Water
- ❑ Operations (Street, Parks & Fleet)
- ❑ Refuse
- ❑ Engineering
- ❑ Traffic

WATER AND SEWER STAFF



- ❑ **Water & Sewer Manager**
 - Brian Jones
- ❑ **Water Services Tech V**
 - Steve Garcia
- ❑ **Water Services Tech V**
 - Johnny Morillo
- ❑ **Sewer Services Tech V**
 - Randy Stephens

ABOUT THE DIVISION

The Water / Sewer Division is responsible for maintaining the City's water and sewer system. Responsibilities include:

- Repair and maintenance of City-owned water and sewer systems
- Addressing sewer blockages
- Water production and distribution
- Customer Service
- Testing water quality
- Water Meter Reading
- Water conservation

OPERATIONS STAFF



- ❑ **Operations Manager**

- Mark Compton

- ❑ **Street Supervisor**

- Rick Santana

- ❑ **Park Supervisor**

- David Villalba

- ❑ **Fleet Coordinator**

- Jayson Blackburn

ABOUT THE STREET DIVISION

The Street Division is responsible for maintaining the City's street network. These duties include:

- ❑ Repairing potholes
- ❑ Maintaining sidewalks and street signs
- ❑ Maintaining curbs and gutters
- ❑ Maintaining the City's storm drain infrastructure
- ❑ Street sweeping
- ❑ Maintaining bus shelters
- ❑ Retrieving abandoned shopping carts
- ❑ Roadway striping



ABOUT THE PARKS DIVISION

The Park Division operates and maintains the 24 parks in the City of La Habra. These duties include:

- ❑ Maintain Parks
- ❑ Trimming trees and bushes
- ❑ Fertilizing/ Weed Control
- ❑ Maintaining monuments
- ❑ Maintaining playground equipment
- ❑ Maintaining recreational fields
- ❑ Street Medians



ABOUT FLEET DIVISION

The Fleet Division maintains over 142 vehicles and more than 300 pieces of equipment in the City of La Habra. Their duties include:

- Maintenance and repair of City vehicles and equipment
- Fuel and Fuel System Management
 - Managing 2 Underground Fuel Tanks
 - Managing 1 Compressed Natural Gas fueling station



REFUSE & RECYCLING STAFF



❑ **Management Analyst**

- Jeff Henderson

The Refuse Division is responsible for overseeing the hauling of solid waste in the City and managing the City's recycling programs.

ENGINEERING STAFF



❑ City Engineer

- Chris Johansen, P.E.

ABOUT THE DIVISION

The Engineering Division provides a variety of services to meet the changing needs of the City's infrastructure, development and include the following:

- ❑ Oversee design and construction of Capital Improvements
- ❑ Perform inspections within the public right-of-way and public easements
- ❑ Issues permits within the public right-of-way and maintain records
- ❑ Oversee the National Pollutant Discharge Elimination System (NPDES) Program
- ❑ Provide conditions and comments for private development projects

TRAFFIC STAFF



- ❑ **Traffic Manager**
 - Michael Plotnik, TE
- ❑ **Traffic Engineering Assistant**
 - Raquel Garcia

ABOUT THE DIVISION



The Traffic Division includes the following:

- ❑ Oversee traffic operations throughout the City's Traffic Management Center
- ❑ Oversee traffic signal maintenance contractor (Siemens)
- ❑ Maintain proper traffic flow throughout the City
- ❑ Implement the Neighborhood Traffic Management Program (NTMP)
- ❑ Oversee pedestrian & Bicycle Safety (Complete Streets, Bicycle Master Plan, Etc.)
- ❑ Conduct Safety Studies
- ❑ Manage Traffic Committee – For Residential Requests (Red Curbs, Etc.)

THANK YOU

❑ **Public Works Director**

- (562) 383-4170

❑ **Sewer and Water**

- (562) 383-4170

❑ **Operations**

- (562) 383-4170

❑ **Refuse and Recycling**

- (562) 383-5171

❑ **Engineering**

- (562) 383-4151

❑ **Traffic & Transportation**

- (562) 383-4162



COMMUNITY SERVICES DEPARTMENT

CITY OF LA HABRA

ADMINISTRATION STAFF



- ❑ **Community Services Director**
 - Sal Failla
- ❑ **Community Services Manager**
 - Kimberly Albarian
- ❑ **Clerk**
 - Andrea Lira

ABOUT THE DIVISION



Oversees the functions and operations of the following Divisions:

- ❑ Child Development
- ❑ Children's Museum
- ❑ Employment & Training
- ❑ Facility Maintenance
- ❑ Facility Rentals, Recreation & Special Events
- ❑ Senior & Social Services

CHILD DEVELOPMENT



- ❑ **Child Development Manager**
 - Catherine Villanueva
- ❑ **Senior Clerk**
 - Monica Nogal



ABOUT THE DIVISION

- ❑ Staff creates a community of learners where children and their teachers explore the world together in a safe supervised environment.
- ❑ Early Head Start Home Based Programs - (562) 383-4278
- ❑ General Child Care School Age Program - (562) 383-4250
- ❑ Family Child Home Care – (562) 383-4285
- ❑ Family Child Care Home Food Program – (562) 383-4285

CHILDREN'S MUSEUM



- ❑ **Children's Museum Manager**
 - Lovely Qureshi
- ❑ **Assistant Museum Manager**
 - Maria Tinajero-Dowdle
- ❑ **The Children's Museum at La Habra**
 - 301 S. Euclid Street
 - (562) 383-4236
 - www.lhcm.org

ABOUT THE DIVISION

- ❑ The Children's Museum offers hands on exhibits and programs for children 2 – 10 years.
- ❑ Educational Programs, Field Trips & Community Outreach
- ❑ Special Events
- ❑ Birthday Party Packages
- ❑ Children's Museum Fundraising Events



EMPLOYMENT & TRAINING



- ❑ **Employment & Training Manager**
 - Al Rodriguez
- ❑ **Intermediate Clerk**
 - Jenae Partida

OC Youth Center
(562) 383-4227

ABOUT THE DIVISION

- ❑ The program goal is to encourage youth to think about a professional career and assist them in creating a path towards their future.
- ❑ Classroom Training
- ❑ Occupational Skills Training
- ❑ On The Job Training
- ❑ John Muir Charter School
- ❑ Job Experience



FACILITY MAINTENANCE & GRAFFITI ABATEMENT PROGRAM



❑ Facility Maintenance Supervisor

- Mark McLeran



❑ Graffiti Coordinator

- Ernesto Oros

ABOUT THE DIVISION

- ❑ Committed to providing quality maintenance services to assure clean, safe and functionally operative facilities.
- ❑ Graffiti Abatement Program is available 7 days a week. To report graffiti or vandalism, please call the graffiti hotline at (562) 383-4220 or email:

No2Graffiti@lahabracaca.gov

FACILITY RENTALS, RECREATION & SPECIAL EVENTS



- ❑ **Recreation Manager**
 - David DeLeon
- ❑ **Assistant Recreation Manager**
 - Katie Elmore
- ❑ **Facilities Coordinator**
 - Alicia Kautz

ABOUT THE FACILITY RENTAL DIVISION

- A variety of City facilities are available to rent for private parties, special events and meetings.
 - Atrium Court inside La Habra City Hall
 - La Habra Community Center
 - Veterans Memorial Hall

Please contact the La Habra Community Center for rental rates, availability and other facility amenities. (562) 383-4219

ABOUT THE RECREATION DIVISION

- ❑ Provides recreational, cultural and educational programs, events and classes.
- ❑ Special Interest Classes & Workshops
- ❑ “Be a Part of the Community” Paver Program
- ❑ Excursions
- ❑ Summer Day Camp & Aquatics
- ❑ Youth Sports



ABOUT THE SPECIAL EVENTS DIVISION

□ SPECIAL EVENTS & PROGRAMS:

- Red Ribbon Week
- Senior Salute Week
- Veterans Day
- Tamale Festival
- Holiday Tree Lighting
- Holiday Wishes formerly known as Operation Santa
- La Habra Races
- Love La Habra Day of Service
- Spring Family Extravaganza
- 4th of July Spectacular
- Let's Move Summer Concerts
- Movies in the Park

SENIOR & SOCIAL SERVICES



❑ **Recreation Specialist**

- Nicole Panza

La Habra Community Center
(562) 383- 4200

ABOUT THE DIVISION

- Responsible for providing a variety of social services programs and activities for active adults and seniors.
 - Information & Referral
 - La Habra Shuttle Transportation
 - Community Senior Serve Lunch Program
 - Meals On Wheels
 - Health Fair
 - Legal Aid
 - Safe Driving “55 Alive” Mature Driving Classes
 - Health & Wellness Classes
 - Shelter & Food Assistance



CONTACTS

- ❑ Sal Failla, Community Services Director
(562) 383-4200, sfailla@lahabraca.gov
- ❑ Kimberly Albarian, Community Services Manager
(562) 383-4200, kalbarian@lahabraca.gov
- ❑ David Deleon, Recreation Manager
(562) 383-4200, ddeleon@lahabraca.gov

La Habra Community Center (562) 383-4200

www.lahabraca.gov



La Habra Recreation Division



LaHabraRecreationDivision



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